

# Appeal of Admission Denial

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## Denial of Admission to Graduate Programs

Applicants who have been denied admission or readmission to a graduate program at the University may appeal the denial by submitting a written appeal to the Graduate School. The letter of appeal must address the reasons why the applicant believes the decision is in error. It must be received by the Graduate School within 30 days of the date of the denial letter, or by the first day of classes of the semester for which admission was requested, whichever is shorter.

Once received, the letter of appeal will be forwarded to the appropriate College Dean. The College Dean will convene a faculty committee to review the denial within 20 business days of the date of the appeal letter. The committee will consider the materials submitted by the applicant including the letter of appeal. The committee's decision will be forwarded to the applicant by the Graduate School within five business days of the date of the receipt of the committee's decision. This appeal decision is final.

The letter of appeal may be emailed to [graduate@uwf.edu](mailto:graduate@uwf.edu) or mailed to The University of West Florida, Graduate School, Building 11 Room 207, 11000 University Parkway, Pensacola, Florida 32514.

Applicants who are denied admission or readmission to the University for judicial and/or conduct reasons should refer to [UWF/REG. 3.003](#).